

CHAPTER 163

Civil Service Commission

163.01 Membership on the Civil Service Commission.

163.02 Meetings, records, general procedures.

CROSS REFERENCES

Civil Service Commission - see CHTR. Sec. 47

Municipal civil service commissions - see Ohio R.C.
124.40 et seq.

163.01 MEMBERSHIP ON THE CIVIL SERVICE COMMISSION.

(a) Persons appointed to service on the Civil Service Commission shall meet the following qualifications in addition to those qualifications set forth in the City's Charter. Persons who have served during three consecutive terms on the Civil Service Commission shall be ineligible for reappointment to the Commission until one year has expired since his last date of service on the Commission.

(b) A person who is either a member of a City employee's family, as defined in Section 111.04, or a person serving on another City board or commission shall not be eligible to serve on the Civil Service Commission.
(Ord. 12-110. Passed 4-10-12.)

(c) The City Commission by ordinance, and upon finding that the particular expertise of a potential appointee or member is needed on the Civil Service Commission, may waive the requirement of subsection (b) hereof for such appointee or member.

(d) If any Commission member is absent from three of any six consecutive regularly scheduled commission meetings, or if such member is unwilling or unable to attend a regularly scheduled prearranged discussion of the public business of his board which fails to qualify as a "meeting" for lack of quorum, his office shall immediately become vacant. Such member shall have the opportunity to explain his absence to the City Commission and may be reappointed by a majority vote of the City Commission to complete the balance of his term.
(Ord. 95-96. Passed 3-14-95.)

163.02 MEETINGS, RECORDS, GENERAL PROCEDURES.

(a) The Civil Service Commission shall elect from its membership a chairperson. No chairperson shall serve more than three years during a period of nine consecutive years. The term "year" means twelve consecutive months. The Commission shall adopt rules and regulations consistent with law and ordinance. Meetings of the Commission shall be held once each month and, at such additional times as the Commission may determine; provided, however, the chairperson may cancel a meeting if no member has proposed business to be conducted at the meeting. The time of regular meetings shall be specified in the rules and regulations of the Civil Service Commission. Special meetings shall be called by the chairperson. There shall be a fixed place of meeting.

(b) The Civil Service Commission shall keep minutes of its proceedings, showing the action of the Commission and the vote of each member upon each question or, if absent or failing to vote, indicating such fact, and shall keep records of all its official action, all of which shall be filed promptly with the Clerk of the City Commission. The presence of three members shall constitute a quorum.
(Ord. 02-54. Passed 2-5-02.)